

Finance and Labor Relations Committee
Regular Meeting
Thursday, January 3, 2019 Regular Meeting at 6:00pm
City Hall, 31 S. Madison Street, Evansville, WI

1. **Call to order.** Cole called the meeting to order at 6:04pm.
2. **Roll Call:** Members present: Alderpersons Rick Cole, James Montgomery and Dianne Duggan. Others present: Mayor Bill Hurlley, City Administrator/Finance Director Ian Rigg, and Utility and Finance Accountant Julie Roberts.
3. **Approval of Agenda.** Duggan made a motion, seconded by Montgomery to approve the agenda with as presented. Motion approved 3-0.
4. **Minutes.** Duggan made a motion, seconded by Montgomery to waive the reading of the minutes of the December 6, 2018 regular meeting and to approve them as printed. Motion approved 3-0.
5. **Citizen appearances.** None
6. **Bills.** Duggan made a motion, seconded by Montgomery to accept the City bills as presented in the amount of \$2,374,958.85. Motion approved 3-0 on roll call.
7. **New Business.**
8. **City Administrator Finance Director Report.** Rigg has been working on the budget amendments for 2018. A credit card machine should be installed in City Hall within the next couple weeks. Rigg is filling out the forms for the international manager exchange program. He will be submitting that in the next few weeks.
 - A. **Motion to approve the job description for Water and Light Foreperson.**
Duggan made a motion, seconded by Montgomery to approve the job description for the Water and Light Foreperson. Motion approved 3-0.
 - B. **Motion to recommend to Common Council Resolution 2019-01, Donation and Interfund Loan to TID 5.** Montgomery made a motion, seconded by Duggan to recommend to Common Council Resolution 2019-01, Donation and Interfund Loan to TID 5. Rigg stated we need to do this for the auditor. We need to put actual cash into fund 12. We are taking the amount we're allowed to borrow. The interfund loan will get paid off as increment comes in. Motion approved 3-0.
 - C. **Update on 2018 Fiscal Year Closing.** Rigg stated by the 3rd week of January we should have majority of revenues and expenses accounted for and have a good idea of what the budget amendments will look like. Projected cash flow should be within 35% to 36% for unrestricted fund balance.
 - D. **GASB 75.** Rigg explained GASB 75. Will we be hiring an actuary to determine if our liability is material or not.
 - E. **Ehlers Conference February 7-8, 2019.** Rigg discussed the Ehlers conference. He plans on attending. There are 2 to 3 openings for Council members to attend if they wish.
9. **Unfinished business.**
 - A. **Project updates (place holder).** WWTP should be completed soon. The screw press is in. The Library seems to going well. The project should stay on budget.

There are some issues with a gate that need to be worked out. Rigg is hoping to get earlier bids out for projects for this year.

10. **Meeting Discussion: The next regular meeting will be February 6, 2019 at 6:30pm.**
11. **Adjourn.** Motion to adjourn at 6:45pm made by Duggan and seconded by Montgomery. Motion passed 3-0 at pm.

Julie Roberts, Utility and Finance Accountant